



**EU Institute in Japan, Kansai Scholarship for 2006/2007
Application Guidelines for Master's Course Students**

EU Institute in Japan, Kansai

1. Objective

The European Union Institute in Japan, Kansai (hereafter EUIJ, Kansai), a consortium formed by Kobe University, Kwansei Gakuin University and Osaka University, will award a limited number of scholarships to graduate students in the Master's courses of the three consortium universities. The purpose of the scholarship is to support **research trips to Europe for EU studies**, with a view to developing personnel who can help advance EU studies in Japan.

2. Target Academic Fields

Any fields of EU studies (humanities and science) are eligible.

“EU studies” here means any studies on the mechanism or regional systems of the EU, and does not mean simply conducting research within the EU region.

3. Qualifications

Graduate students in the master's courses of Kobe University, Kwansei Gakuin University or Osaka University who conduct EU studies (excluding foreign students, in principle).

Note: Applications for the scholarship to the students in the master's course are limited to the students who have registered for the Graduate Certificate Programme in European Union Studies of the EUIJ, Kansai (hereafter Certificate Programme). Applicants in this category of the scholarship must be able to complete the Certificate Programme at the completion of their master's course. Applicants who have not registered for the Certificate Programme at the time of application must contact with the EUIJ, Kansai Secretariat of their home university (See 12. Contact) for registration before the submission of application documents.

4. Duration

The scholarships will be awarded in one lump sum to accepted research projects to be conducted and completed between the first day of the period of submission of application documents and 20 September 2007 (including research projects already in progress at the time of application).

5. The Amount of Scholarship and Number of Grantees

Number of Grantees:

The total estimated number of Grantees will be 4 persons.

Amount of scholarship:

A one-time award worth the sum total of the airfare and the per diem (calculated by multiplying the standard amount specified for the country or the city by the number of days of stay; please see the Appendix). The maximum for each grantee is **3,000 euro** (approximately ¥435,000).

The amount of the per diem in yen will fluctuate according to the exchange rate.

6. Screening

a. Screening process

The EUIJ, Kansai Working Group on Scholarships will examine application documents. At the recommendation of the Working Group, the EUIJ Management Office will decide successful applicants.

b. Announcement of Scholarship Winners

The EUIJ, Kansai Secretariat of applicants' home university will notify all the applicants of screening results in December 2006 (the precise date will be announced later). Schedules are subject to change.

7. Documentation (to be prepared in Japanese or English)

- 1) 1 application form (Form 1)
- 2) 1 research prospectus

Please type your prospectus on A4-sized paper (40 characters x 30 lines) and limit yourself to about 5,000 characters if it is in Japanese. Make sure that you double-space your prospectus and limit yourself to about 8 pages if it is in English. You should include the following:

- i) Research subject (not more than 40 Japanese characters or 30 English words);
- ii) Present state of the research subject (a. General trends of and problems with existing studies, b. Applicant's past research achievements and their implications on a.);
- iii) Future research plan (Concrete descriptions of a. aim, b. research methodology, c. what to elucidate and to what extent, and d. places, durations, frequencies,

- aims and objectives of field trips both within and outside of Japan, if any);
- iv) Characteristics, originality and expected findings of the research.

- 3) Students who have prepared the above application documents in Japanese should, upon receipt of a letter of acceptance, prepare in English: 1. application form (Form 1), 2. summarized research prospectus (about 700 words), as well as a copy of your registration form for EUIJ, Kansai's Graduate Certificate Programme in EU Studies.

8. Submission

Applicants must bring in or mail the documents above to the EUIJ, Kansai Secretariat of their home university (See 12. Contact), no later than **Monday, 20 November 2006**. The documents will not be returned. For your records, applicants are encouraged to make their own copies.

9. Documentation after returning home

Students who successfully win a scholarship are obliged to submit the following documentation and participate in a research colloquium of the EUIJ, Kansai.

1) 1 Research report

Please give detailed accounts of your achievements for each objective of iii) Future Research Plan of the research prospectus, e.g., what has been elucidated and what remains to be elucidated, in English, German or French. A research report written in Japanese can not be accepted. Please double-space this on A4-sized paper and limit yourself to about 10 pages. Please note that your research report will be posted on the website of the EUIJ, Kansai. The research report is due on **Friday, 31 August 2006** in principle, but the deadline is postponed until Friday, 5 October 2007, in the case of returning home after 1 August 2007. In all cases, but early submission is preferred.

- 2) Receipt of the airfare and air ticket stubs, the financial report and the receipts of all expenditures incurred during your travels

10. Publication of the findings of a research project funded by this scholarship must include a statement to the effect.

11. Suspension, discontinuation and return of the scholarship

Should a scholarship student fall under any of the following, a scholarship may be suspended and/or return of all or part of the scholarship granted may be requested:

- 1) When it is made known that the scholarship was won by dishonest means, such as false reports in the application;
- 2) When the student no longer meets the qualifications for applying for the scholarship;
- 3) When the student is disqualified from the scholarship, due to such reasons as dismissal from university;
- 4) When the student receives any disciplinary action or other such punishments from their home university that make it impossible for them to continue their research;
- 5) When the student fails to submit a research report by a specified date;
- 6) When the EUIJ, Kansai decides that the research report is ill-prepared and so the aim and research objectives stated in the research prospectus are not fulfilled; or
- 7) When the student uses their scholarship for purposes other than their research.

12. Contacts (Applications must be submitted to a Secretariat of a home university.)

- 1) Secretariat, EU Institute in Japan, Kansai
6F, Frontier Hall for Social Sciences, Rokkodai Campus, Kobe University
2-1, Rokkodai-cho, Nada-ku, Kobe, Hyogo 657-8501, JAPAN
Phone: +81-78-803-7221 Fax: +78-803-7223
e-mail: euij@kobe-u.ac.jp
- 2) Secretariat of the EUIJ, Kansai, Kwansei Gakuin University Branch Office
(Institute for Industrial Research, Kwansei Gakuin University)
1-155, Uegahara-ichiban-cho, Nishinomiya, Hyogo 662-8501 JAPAN
Phone: +81-798-54-6127 Fax: +81-798-54-6029
e-mail: euij-kansai@kgo.kwansei.ac.jp
- 3) Secretariat of the EUIJ, Kansai, Osaka University Branch Office
(Osaka School of International Public Policy, Osaka University)
1-31, Machikaneyama-cho, Toyonaka, Osaka 560-0043 JAPAN
Phone: +81-6-6850-5641 Fax: +81-6-6850-5641
e-mail: euij@osipp.osaka-u.ac.jp

Appendix: The Calculation Method of the Amount of the Grant

The amount of the grant is worth the sum total of the airfare to/from the country of destination and the per diem which is calculated by multiplying the standard amount specified for the country or the city by the number of days of stay. The maximum for each grantee is 3,000 euro.

- 1) Airline ticket: discount ticket (Economy Class)
- 2) Per diem including accommodation: from the day of entry into the country of destination until the day of departure from the country of destination. However, the per diem of the day of departure is reduced to the half of the standard amount.

Standard amounts of the per diem

Area A: euro 120

designated city, such as Paris

Austria, Belgium, Czech Republic, Denmark, Finland, Hungary, Ireland, Latvia, Lithuania, Netherlands, Poland, Sweden, U.K., Switzerland, Norway

Area B: euro 100

Cyprus, Estonia, France, Germany, Greece, Hungary, Italy, Luxembourg, Malta, Portugal, Slovak Republic, Slovenia, Spain

Note: About the standard amount of the per diem for the country or the city not listed here, please ask the EUIJ, Kansai Secretariat of your home university.